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Plan 4 Jan 46
11-6-47

File No. 193
1939.

Collection No. (19)
Part I

Mysore Residency
Bangalore

Pros. / Serial Nos. 1 - & 6
Paras 1 - 14

Subject.

Training in V.A.R. and V.A.D Courses at the Lady Curzon Hospital

Previous References.

Later References.

Training of V.A.D. at Lady Curzon and Bowring Hospitals.

1

Colonel Hance has discussed the matter with Sister Tutor. He is of opinion that course of the following is necessary to be practical value.

Hours 9 - 12 A.M. } daily for 6 days in the week.
4 - 7 P.M. }

Course to last 3 months.

2 The whole question was discussed at a committee consisting of (a) Sir Pardey Lush:
(b) Col Hance Residency Surgeon
(c) Col Wignall A.D.M.S. B'dad
(d) Miss Osborn Matron B'dad
(e) Miss Lovell. Matron Lady Curzon Hospital
(f) Lady

3 The 3 courses with lectures below were arranged for.

Copies of the lectures will be sent to Clubs in the Sub-Area.

4 Lectures have been published in Circular notes & may be published in Residency Gazette & Daily Post.

Resident agrees that publication need not be made in B'dad Post or Residency Orders.

HT

P2 7/9

puc | Dy.No.W/281. S.N. 3.

5

Resident's remarks on puc.

" Is this the Nursing courses".

Id. J.G.,
14-9-39.

of (N) 6

Yes - please see S.N. 2.
cp. 5-b

(from para 5)

15/9/39

15.IX.39

16/9/39.

19.7/9

Dy.No.W/1370. S.N.(4).

"This may be dealt with in office. It had better go to Col. Hance for remarks and observation".

Id. J.G.
10/7.

The Residency Surgeon, Bangalore.
U.O.No.D.1370/W, dated 10-7-40.

The Mobilisation Sub Committee met on the 1st of July and Colonel Kennedy took over the Chairmanship from me.

It was then decided to recommend the formation of at least two Nursing and Ambulance Divisions in the Civil and Military Station; and preparations are all in order to start forthwith, as soon as the Organizing Secretary, St. John Ambulance Association (Headquarters), Delhi answers a technical enquiry as to the appointment of Controller, which was addressed to him on the same day but to which no reply has so far been received.

I have taken copies of the enclosures to the p.u.c., which give us information required on many points, for the information of the Mobilization Sub Committee, and have reminded the Organizing Secretary by wire. There should be no difficulty in complying with this scheme in the Civil and Military Station.

J. Hance
R.S. 12/vii

To The Secretary to the Hon'ble
the Resident in Mysore, Bangalore.
U/O.No.85/17/40 Dated 12th July 1940.

P.H.C. requires no answer. May be filed. I shall ask Col. Kennedy to keep the Resdt. informed how his efforts progress.

Resdt.

This may now go to Col Kennedy to whom we asked to send the map as to him to obtain regarding the formation of one or more Recruiting Divisions.
If he will kindly give us an outline of the scheme I will address Myself regarding the constitution of the Myso Div. in the scheme.

To Col.E.G.Kennedy, I.M.S., A.D.M.S. Headquarters, Madras District, Bangalore, U.O.No.W/1370, dated the 16th July 1940.

D.No.W/1480 S.N.(5)

Resident's note on PUC.

We may send a copy of Col. Kennedy's d.o. above to General Secy. in reply to S.N.4 and ask for 3 copies of the enclosure to it.

Id/-J.G.
19/7.

Draft submitted.

19.7.40 19.VII.40

Resdt. with &c.

Encl. SN(6).

(2)

they would be prepared to find the money.

I think it is likely that an appeal for voluntary probationers, i.e. probationers without salary, would meet with a satisfactory response, but we should have to feed them; and one must remember that such probationers would mostly come from the families of Anglo-Indian pensioners, who are well off, and it might be desirable in cases of suitable candidates to give a "scholarship" of say Rs.18/- per mensem. If a rough estimate is required, the cost of say 30 extra - probationers, of whom 1/3rd might be in receipt of stipends would come to Rs.1,230/-, say Rs.1,300/- per mensem or Rs.15,600/- per year. If the Defence Department could undertake this expenditure we would set to work at once in the reorganization of the nursing which is necessary to start the scheme practically immediately.

Perhaps you would find out the D.G.'s views on this question, and, if he thinks it desirable, approach the Defence Department and inform us of the result?

I enclose the details on which this present rough estimate has been reached.

* * *

Id/-J.B.H.

To

Lt.-Col.R.Hay, I.M.S.,
Deputy Director-General, I.M.S.,
S I M L A.

V.A.R. and V.A.D. Courses.

The following courses have been arranged in BANGALORE for ladies who are in possession of or who wish to obtain the St.Johns Ambulance Certificate.

1. For those in possession of the Certificate.

A refresher course will be held at the British Military Hospital, BANGALORE, for a fortnight, starting from September 13th, 1939. Working 4-hours a day.

These ladies will, after the course, be in a position to replace Nursing Orderlies in British Military Hospitals.

2. For those who wish to obtain the Certificate.

A course will be held at the British Military Hospital, BANGALORE, for a period of 6 weeks starting from September 13th, 1939. Initially work will be for two hours a day, and will be increased to a full days work during the last fortnight.

The St.Johns Ambulance Certificate will be given for this course and ladies will then be qualified to replace Nursing Orderlies in British Military Hospitals.

Applications for the above two courses should be made by the 11th September, 1939, to Officer Commanding, British Military Hospital, BANGALORE, from whom further particulars may also be obtained.

3. Extended Course for those who wish to obtain the Certificate.

An extended course will be held at the Lady Curzon Hospital, BANGALORE, for those ladies who are prepared to serve in India or Overseas (no undertaking of such employment can be given at present). Work will be for at least 6 hours a day for a minimum period of 3 months.

This course will start on September 15th, 1939, and applications should be submitted by September 11th, 1939, to Lieut-Colonel J.B.HANCE,C.I.E.,O.B.E., at the Lady Curzon Hospital.

The two latter courses are open to wives and daughters of officers stationed in or near BANGALORE, and other ladies in the vicinity who are educationally suitably qualified and who are prepared voluntarily to give their services.

S.N. 2

5

D.O.

Bangalore,
7th September 1939.

Issued

Could you please give information of the enclosed to ladies living near you who, you think, might be interested?

O/C HT

Pollibetta club.
Mercara club.
European club, Mysore.
Kadur club,
Muzerabad club
Mining Board,
B.U.S. Club.
Mysore Planters' Association.
Coorg Planters' Association.

V.A.R. and V.A.D. Courses.

The following courses have been arranged in BANGALORE for ladies who are in possession of or who wish to obtain the St.Johns Ambulance Certificate.

1. For those in possession of the Certificate.

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These ladies will, after the course, be in a position to replace Nursing Orderlies in British Military Hospitals.

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This course will start on September 15th, 1939, and applications should be submitted by September 11th, 1939, to Lieut-Colonel J.B.HANCE,C.I.E.,O.B.E., at the Lady Curzon Hospital.

The two latter courses are open to wives and daughters of officers stationed in or near BANGALORE, and other ladies in the vicinity who are educationally suitably qualified and who are prepared voluntarily to give their services.

Registered Office :-
The Bank of Mysore, Ltd.,
Chikmagalur,
Kadur District.

Ref. No. 99/675--4680.

OFFICE OF THE RESIDENT IN MYSORE
BANGALORE
Recd. No. 1879/35
M.P.A. 1864
File No. 46/241

THE MYSORE PLANTERS' ASSOCIATION
(INCORPORATED)

Belur-Hassan P.O.,
Mysore State.
12th September, 1939.

NTB

My dear Trevelyan,

Many thanks for your D.O. letter of 7th received by me yesterday. I am sending out your Circular about V.A.R. and V.A.D. Courses to 22 ladies in the Mysore Planting Districts. As however applications were to have been in by the 11th any such from these districts will be late.

Yours sincerely,

P.T. Spurr

H.Trevelyan, Esq., I.C.S.,
The Residency, Bangalore.

Residency Surgeon to see. I hope that allowance for Café submission from planting districts can be made.

13/9/39.

The Residency Surgeon, Bangalore.
U.O.No.D.W/241, dated 13-9-1939.

I fear we have as many "locals" already as can be efficiently trained. These ladies had better join next course at B.M.H (where they will give them theory + some practice) + come on to me afterwards for practical training for not less than 6 weeks.

15/IX

U/O.No.141/17/39
dated 15/9/1939.

Secretary M/o.

S.N 3

BRANCH OFFICERS :
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SOUTH INDIAN BRANCH
HEADQUARTERS : 200, MOUNT ROAD, MADRAS
TELEGRAMS : EURASSO, MADRAS.
TELEPHONE : 2623.

DISTRICT OFFICERS

.....CHAIRMAN.

.....HON. SECRETARY.

Coorg .....DISTRICT CIRCLE,

Suntikoppa p.o.

10th September, 1939.

H. Trevelyan Esq.,
The Residency, Bangalore.

My dear Trevelyan,

I have sent a copy of the circular enclosed with your letter of the 7th September, 1939 to several ladies in this district. I think it is doubtful if any will be interested.

Yours sincerely,

COORG SECRETARIAT
Register No. 3929
Date of Receipt 13/9/39
File No.

14/9/39
OFFICE OF THE RESIDENT IN MYSORE
BANGALORE.
Recd. No. W/281
File No.

Voluntary Aid Service of Nurses.

In 1934, the Government of India sanctioned the formation of Voluntary Aid Detachments designed to supplement the nursing branch of the Medical Services of the Army in India in time of war. Recruitment to these Detachments was confined to members of Nursing Divisions of the St. John Ambulance Brigade. In order, therefore, that sufficient personnel may be available to form Nursing Divisions of the Brigade, steps were taken to intensify the training of a larger number of women in first aid and home nursing and to encourage the trained personnel to enrol in the Brigade.

In November 1935, Field Marshal Sir Philip Chetwode, Commander-in-Chief, prior to his retirement from India, wrote to the Army Commanders commending the V.A.D. scheme to their support and asking for their assistance in obtaining recruits for it by encouraging wives and daughters of officers and other ranks to qualify and enrol as members of Nursing Divisions.

By the end of 1935, a Detachment of 16 members for full service was registered in Calcutta, but it was then found that the scheme, which was based on the British model, was not quite suitable for Indian conditions, one of the difficulties being that it was very difficult to get together a minimum of 12 members in one place to form a Detachment as required by the rules. It was, therefore, decided by the V.A.D. Council to re-examine the whole scheme and, as the result of these deliberations, a new Voluntary Aid Reserve was sanctioned by the Government of India at the end of 1938, very much on the lines of the previous scheme, but making recruitment on individual basis.

This new V.A.R. scheme was communicated to Brigade Districts early in February 1939, but at the request of the D.M.S. in India, they were advised not to recruit any

members -

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that area. The Assistant Commissioner of No. 5, Mysore District at Bangalore has, however, received all such communications, but no progress appears to have been made by him about the formation of Nursing Divisions from which recruitment for V.A.S. may be made. The Mysore District is also one of the six to which no quota of recruitment has yet been allotted.

It seems desirable that Bangalore Provincial Centre should also be enabled to participate in the V.A.S. scheme. It already has a Mobilisation Sub-Committee under the Chairmanship of Lieut.-Colonel Hance, to arrange for training in first aid, home nursing and hopsital work with the ultimate object of forming V.A.Ds. As the recruitment for V.A.S. service must, for the present, be confined to members of St. John Ambulance Brigade, the first step which the Bangalore Mobilisation Sub-Committee should take in this direction is to form one or more Nursing Divisions in Bangalore in accordance with the directions given in the enclosed pamphlet "Hints on How to Form Nursing Divisions". The members of these Nursing Divisions may then apply for enrolment in the V.A.S. either for full or local service as convenient.

The cooperation of the Mysore District of the St. John Ambulance Brigade would, no doubt, be useful in this work.

Copy of letter No. 1/VAS dated the 6th September, 1939, from the Chief Commissioner for the Empire of India, St. John Ambulance Brigade Overseas, New Delhi, to the Controllers (Punjab, Bengal, Bombay, Bihar, Delhi, Sind, N.W.F.P. - Officers in Charge of Brigade Districts).

Government have recently decided upon an important change in the arrangements for the recruitment of nurses for service in time of war and I wish you to note most carefully the information and new instructions which I proceed to give in this letter.

2. The first additional requirement in war is a reinforcement of fully qualified and certificated nurses available for duty any where and it is proposed to form for this purpose an Army in India Reserve of Nurses. This will take the first strain in so far as additional nurses required in a war emergency are concerned. The Army in India Reserve of Nurses will, however, be a purely official organisation administered by the Defence Department; and the St. John Ambulance Association and Brigade will have nothing to do with it.

3. As a supplement to the above a schme for a Voluntary Aid Service of Nurses has been adopted very much on the same lines as the V.A.R.Scheme sent you with my letter No. 1/VAD of 27th February 1939. In other words the V.A.R.Scheme has with some verbal changes of a minor nature been replaced by the V.A.S. Scheme for the enrolment of a second line of volunteers from Nursing Divisions of the St. John Ambulance Brigade Overseas and the subject of recruitment for this should now be considered de novo, all previous correspondence on the subject being superseded to the extent indicated in the foregoing explanation and in what follows. Printed copies of the new scheme will be sent you as soon as they are available.

4. The V.A.S. is based on individual enrolment and the Officer-in-Charge of a Brigade District is appointed Controller of the Scheme in order to organise and maintain the service in his District and arrange for the periodical inspection of

members of the service by the military medical authorities of the area. The scheme also provides for the appointment of a Lady Assistant Controller to assist the Controller in the discharge of his duties and steps should now be taken for the early appointment of this Officer in your District. It is presumed that the Lady District Superintendent of the Brigade organisation would be the most suitable person to select as she would be in the best position to locate those members of nursing Divisions who would be most useful and most likely to enrol, and it would be her business to do all the interviewing and persuasion incidental to selection and recruitment.

5. It is further proposed under the V.A.S. scheme to enrol a total of one hundred members during the first year and a quota of __*__ members has been assigned to your District to begin with You are therefore requested to initiate or confirm recruitment on this basis. Volunteers for full service who would be prepared to serve anywhere with the military services within India in the event of mobilisation are wanted most but particulars should also be obtained of those who would volunteer for local service in military hospitals near their homes. If you are able to obtain suitable recruits in excess of the quota assigned to you, these should also be registered although in the first instance training may be limited to the quota. The age limit and other terms of service for full and local service volunteers remain the same as in the V.A.R.Scheme which should be taken as the guide. The qualification of "cooking" has been deleted in the new scheme. Your lists should be sent to me not later than 15th October 1939.

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* 1.	No. I District (Punjab) (To be designated No. 12 District in future)	25
2.	No. II District (Bengal)	15
3.	No. III District (Bombay)	15
4.	No. IX District (Bihar)	10
5.	No. X District (Delhi)	10
6.	No. XI District (Sind)	15
7.	No. XIII District (N.W.F.P.) ..	10
	Total ..	100

115

No. 1/VAS.

A copy of the foregoing letter is forwarded for information to the Assistant Commissioner, No. * District, St. John Ambulance Brigade Overseas, @ . In the first instance, no quota of recruitment has been assigned to your District, and you should therefore await further instructions before enlisting volunteers either for full or for local service. At the same time, it may be advisable for you to appoint immediately a Lady Assistant Controller as in the other Districts in order that, if additional numbers of nurses are required for the Voluntary Aid Service, you may be prepared to undertake recruitment at once.

No. 1	Lahore
" 4	Madras
" 5	Bangalore City
" 6	Calcutta
" 7	Lucknow
" 8	Nagpur

SCHEME FOR A VOLUNTARY AID SERVICE TO SUPPLEMENT THE NURSING BRANCH OF THE MEDICAL SERVICES OF THE ARMY IN INDIA IN TIME OF WAR.

PREAMBLE.

1. The following scheme has been formulated with the object of supplying voluntary aid to supplement the nursing branch of the medical services of the Army in India in the event of mobilization of the army in this country.

THE SCHEME.

2. The scheme has been approved by the Government of India.

3. Liaison with the teaching centres of the St. John Ambulance Association will be maintained through the Executive Committee of the Indian Council of the St. John Ambulance Association.

Liaison with the St. John Ambulance Brigade Overseas will be maintained through the Chief Commissioner for India.

Liaison with the Indian Red Cross Society will be maintained through the Chairman of the Managing Body.

SECTION I.—OBJECTS

4. The medical services of the Army in India are sufficient to meet peace commitments. On mobilization being ordered, certain supplementary aid would be required which could be met by the assistance of a Voluntary Aid Service.

5. This service would normally be required for:—

(*a*) British or Indian or combined military hospitals;

(*b*) General hospitals;

(*c*) Auxiliary hospitals;

(*d*) Hospital ships;

(*e*) Duties in connection with entraining, detraining, embarking and disembarking sick and wounded;

(*f*) Ambulance trains;

(*g*) Convalescent homes.

SECTION II.—ADMINISTRATION.

6. The administration of the Voluntary Aid Service is vested in a Council set up and constituted by the Government of India, Defence Department.

7. The members of this Council shall consist of one representative each from :—

The Defence Department ;

The General Staff Branch, Army Headquarters ;

The Medical Directorate, Army Headquarters ;

The Army Nursing Service ;

The Indian Red Cross Society ;

Nursing Divisions, St. John Ambulance Brigade Overseas ;

The St. John Ambulance Association ;

Unless he is included as representative of the Indian Red Cross Society, the Director General, Indian Medical Service, shall also be a member of the Council.

Three members shall constitute a quorum.

The representatives appointed shall hold office for three years and shall be eligible for re-appointment. Any casual vacancy shall be filled by the authority concerned, and the representative then appointed may hold office for a full three years' tenure.

The Council shall appoint its own Secretary.

8. The Council shall elect a Chairman from among its members. In the absence of the Chairman at a meeting, an acting Chairman shall be appointed by the members present from among themselves.

9. The Council shall have full executive and administrative powers within the limits of the scheme, and shall be the normal channel of communication between the Government of India and the bodies providing members of the service.

10. There shall be a Controller in each Province who shall be the Commissioner or Assistant Commissioner concerned with the administration of the St. John Ambulance Brigade of the Province. A Controller may appoint a lady Assistant Controller where necessary.

11. The duties of a Controller are :—

(a) to organise and maintain, the Voluntary Aid Service in the Province ;

(b) to be responsible to the Council for the efficiency of the members of the service ;

(c) to arrange for the periodical inspection of members of the service by the Deputy Director, Medical Services, or the Assistant Director, Medical Services, or the Principal Matron or the Lady Superintendent of the Military Nursing Services in India. Where a Controller is the Deputy Director, Medical Services, or Assistant Director, Medical Services, he should request the Council to appoint an inspecting officer ;

(d) to render :—

1. roll of names for training to Assistant Director, Medical Services—paragraph 22 ;

2. list of registered members to the Medical Directorate, Army Headquarters, through the Assistant Director, Medical Services,—paragraph 26;

3. quarterly return of numbers and categories of members to the Medical Directorate, Army Headquarters—paragraph 27;

4. report of any member leaving the service temporarily or permanently and of any temporarily released member re-joining the service, to the Medical Directorate, Army Headquarters, through the Assistant Director, Medical Services—paragraph 31;

5. inspection report to the Medical Directorate, Army Headquarters—paragraph 29.

The Controller may, with the approval of the Council, take steps for the constitution in the Province of a committee for the purpose of giving effect to this scheme.

The duties of an Assistant Controller are to help the Controller in the discharge of the duties pertaining to the office.

SECTION III.—ENROLMENT.

12. Members of the Voluntary Aid Service shall, for the present, be recruited from the St. John Ambulance Brigade Overseas only. Only British subjects or subjects of a State in India shall be eligible for enrolment. European members shall serve in British hospitals, or if willing, in Indian hospitals; Indian members in Indian hospitals and Anglo-Indian members in either class of hospital as the exigencies of the service require. For the present women only shall be enrolled. Every applicant shall complete (in triplicate) a form of enrolment in the form set out in Appendix 1, and sign (also in triplicate) an honourable undertaking in the form set out in Appendix 2, to undertake service in the event of mobilization of the Army in India (or a portion thereof) being ordered, in the class or category in which she is enrolled. One copy of each of the two forms shall be forwarded by the Controller concerned to the Medical Directorate, Army Headquarters. Candidates will be considered enrolled when they have received acceptance to this effect from the Medical Directorate, Army Headquarters. Candidates must appear for an inspection within one year of their enrolment. Each accepted candidate shall receive a registered number from the Controller, and an identity disc and a red-cross brassard through the hospital to which she is attached on mobilization.

13. Members of the service shall be divided into two classes:—

(*a*) Full service.

(*b*) Local service.

14. Full service members, who shall be between the ages of 19 and 40 years, shall be required to give an undertaking that in the event of mobilization of the Army in India they will, if called upon to do so, serve anywhere within India with the medical services of the Army in India.

15. Local service members, who shall be between the ages of 18 and 55 years, shall be required to give an undertaking that in the event of mobilization of the Army in India they will, if called upon to do so, serve in a British or an Indian or a combined military hospital at the military station nearest to their homes. They will reside in nurses' quarters in hospitals should the officers commanding the hospitals decide that conditions render this necessary.

16. All candidates for the Voluntary Aid Service shall (save as provided in paragraph 17) be in possession of certificates from the St. John Ambulance Association in First Aid and Home Nursing. If in possession of one of these certificates only, they shall be enrolled " on probation" but shall not be permitted to undergo the short course of training in a military hospital until both certificates have been obtained and shall not be on the strength of the service for recognition. The admission of probationers under this paragraph shall be in the discretion of the Controllor.

17. Certificates in First Aid and Home Nursing issued by the following bodies shall be accepted in lieu of those of the St. John Ambulance Association:—

(*a*) The Indian Red Cross Society;

(*b*) The St. Andrew's Ambulance Association;

(*c*) The British Red Cross Society;

(*d*) The London County Council.

(Candidates joining the service are encouraged to qualify in Hygiene, Clerical duties, Massage and Mothercraft).

18. The Director, Medical Services in India, shall be the sole judge of evidence of competency.

SECTION IV.—TRAINING.

19. Members of the Voluntary Aid Service shall:—

(1) undergo a course of eight days' training (exclusive of travelling) in a selected military hospital every three years. The syllabus of training shall be as laid down in Appendix 6;

(2) take part in all the practical work, hospital work, etc., of the nursing division of the St. John Ambulance Brigade to which they belong.

NOTE 1.—Training in Air Raid Precautions (including anti-gas protection) shall be encouraged where such training is practicable.

NOTE 2.—Preference in training shall be given to those members who are able to join on mobilization within 30 days.

20. During the period of eight days' training, members shall receive a lodging allowance of rupees sixty and a washing allowance of rupees three. If not in residence a member shall not receive the lodging allowance, but only the washing allowance.

21. Outstation members shall travel to and from the training station on 1st class railway warrant (I. A. F. T.-1707). Those not living in the quarters provided for them and who choose to make their own arrangements for accommodation shall have to make their own arrangements for conveyance and shall not be granted any conveyance allowance.

22. Controllers shall submit to Assistant Directors, Medical Services, at District Headquarters, the names and addresses of members for training.

23. The Assistant Director, Medical Services, shall select convenient hospitals in his district which are staffed by members of the Queen Alexandra's Imperial Military Nursing Service or the Indian Military Nursing Service for the training of the members and shall notify the Controller thereof together with particulars of the dates by which the members should join. Controllers will ensure that members of the Voluntary Aid Service sent for training have been vaccinated and inoculated up to date and that they are physically fit for their work.

24. In the case of disabilities occurring during training in military hospitals in peace, members of the Voluntary Aid Service shall be eligible for free medical treatment in military hospitals. No pay shall be admissible for any period under treatment in hospital—see paragraph 35.

SECTION V.—DISCIPLINE.

25. When in an institution for training, or when serving in any hospital or unit on mobilization, members shall conform to the rules and regulations in force in the institution or the hospital and shall carry out all instructions of those under whom they are serving.

SECTION VI.—REGISTRATION.

26. A list of registered members with their Provincial Controllers and Assistant Controllers shall be published in the Indian Army List and in India Army Orders quarterly in January, April, July and October. These lists shall be forwarded to the Medical Directorate, Army Headquarters, by the Controllers concerned so as to reach them by the 15th February, the 15th May, the 15th August and the 15th November. The constitution of the Council shall also be included in the Indian Army List.

27. Records of all members shall be kept in duplicate in the office of the Controller, who shall send quarterly on the 15th January, the 15th April, the 15th July and the 15th October, returns of numbers and categories of members to the Medical Directorate, Army Headquarters.

SECTION VII.—Inspections.

28. Every registered member, except one who has been excused with the written consent of the Controller concerned shall be inspected annually by the Deputy Director, Medical Services, of the Command in which the member is situated, or, in his absence, by the Assistant Director, Medical Services, District, or the Principal Matron or the Lady Superintendent of the Military Nursing Services in India, under the orders of the General Officer Commanding-in-Chief of the Command. The inspection shall be carried out annually on a date mutually agreed upon between the General Officer Commanding-in-Chief and the Controller concerned. Attendance is compulsory for members in the first year of service.

29. An inspection report in the form set out in Appendix 5 shall be rendered to the Medical Directorate, Army Headquarters, on completion of the inspection.

SECTION VIII.—Appeals.

30. A right of appeal to the Council is allowed to all individual members of the Service in respect of their duties and responsibilities as such members. Such an appeal shall be forwarded by the Controller concerned to the Council with recommendations as to the action to be taken.

SECTION IX.—Withdrawals, Resignations and Removals.

31. Members of the Service may be released from their obligations on one month's notice, with the permission of the Controller. In the case of urgent private affairs the condition of one month's notice may be waived by the Controller.

A member who, owing to her proposed absence from India desires to leave the Service temporarily, will be permitted to do so if she applies for permission to the Controller stating the period for which she expects to be absent from India; and will be permitted to rejoin the Service on her reporting her return to India. A report shall be rendered to the Medical Directorate, Army Headquarters, through the Assistant Director of Medical Services concerned, when a member is released temporarily or permanently and when a temporarily released member is permitted to rejoin. A member who ceases to belong to the St. John Ambulance Brigade shall be automatically struck off the strength of the Service.

SECTION X.—Procedure on Mobilization.

32. Upon general mobilization being ordered, and if it is considered necessary to call up the members of the Voluntary Aid Service in India, they shall be called to army service by a notification in the Gazette of India and a press communique. Orders shall, however, be sent to members concerned by letter or telegram, and they shall be

required to report for duty within an interval of time mutually agreed upon. Such interval shall be (*i*) within 7 days, (*ii*) between 7 and 30 days, (*iii*) between 30 and 60 days of the date of gazette notification, unless otherwise specified.

Members of the Voluntary Aid Service shall not be called to army service on partial mobilization being ordered, but if additional nursing staff is required, volunteers shall be called for from among members of the service.

Upon the termination of the war or other emergency being notified in the Gazette of India, members of the service who have been called up to army service shall be released therefrom with all convenient speed.

Should the exigencies of the public service necessitate the temporary retention of any member of the service in army service beyond the period of mobilized service the following procedure shall be followed :—

(*i*) retention shall be confined, as far as possible, to members who volunteer therefor ;

(*ii*) all extra army service rendered under this paragraph shall count for the same concessions as are admissible to a member during the mobilized service.

33. *Record on mobilization.*—The records of all members when mobilized shall be forwarded to the Medical Directorate, Army Headquarters.

34. *Travelling Allowance on mobilization.*—The members of the Voluntary Aid Service in India shall be entitled to travelling allowance on the temporary duty scale from the place of residence to the station at which they are required to report. For this purpose they shall be classed " First Grade ".

SECTION XI.—PAY.

35. The rates of pay of members of the Voluntary Aid Service on mobilization are laid down in Appendix 3.

When members of the Voluntary Aid Service incur disabilities in and by the performance of military duty during training in military hospitals in peace, compensation as indicated below shall be given for a period up to a maximum of six months during which members are certified as incapacitated after discharge from hospitals :—

Compensation.—Pay at the rates they would receive on mobilization from the date of discharge from hospital.

In no case shall pay be given to members while receiving subsistence as patients in hospital at the public expense.

SECTION XII.—Pension.

36. If a member of the Voluntary Aid Service is disabled or dies as the result of illness contracted or an injury sustained whilst performing duty during mobilized service, pension, including dependents' pension, shall be admissible as laid down in Appendix 4.

APPENDICES.

1. Form of application for enrolment in the Voluntary Aid Service.
   Full Service (*i*)
   Local Service (*ii*).
2. Form of undertaking to be signed by the candidate.
3. Rates of pay and allowances on mobilization.
4. Rates of disability pensions, etc., on mobilization.
5. Form of inspection report.
6. Syllabus of training in Military Hospitals.
7. Uniform.
8. Form of application for payment.
9. Certificate of completion of course.
10. Channel of Executive Administration.

APPENDIX I (*i*)

V. A. Service Form 1 (Full Service).

Voluntary Aid Service Enrolment Form

*Category { European. / Anglo-Indian or domiciled European. / Indian.

*Strike out whichever are inapplicable.

Province .....

1. Name in Full { Surname ..... / Christian name .....
2. Age..... Place and date of birth.....
3. Address (permanent) .....
4. Occupation .....
5. Name of next-of-kin.....
   Address and relationship.....
6. Married or single; widow.....
7. If married, number of children (if any) with sexes and dates of birth .....
8. If married, name and nationality of husband at birth, and occupation .....
9. (*a*) Name and nationality of father at birth.....
   (*b*) Name and nationality of mother at birth.....
   (*c*) Address of parents, if living.....
10. Religious denomination.....
11. Certificates held, with names of issuing authorities and dates—
    First Aid .....
    Home Nursing .....
    Hygiene and Sanitation .....
    Other certificates .....
12. State particulars if now serving, or having previously served in any branch of His Majesty's Naval, Military or Air Forces or Voluntary Aid Detachments .....
13. Decorations, War Medals, etc.....
14. Experience of hospital work (if any).....
    State periods and addresses of hospitals.
15. Are you willing to serve in Indian hospitals?.....
    (Applicable only to European condidates).
16. Are you willing to be re-inoculated?.....
17. Are you willing to be re-vaccinated?.....
18. Whether pledged to serve in any other organisation, and if so, what?
.....

19. Time interval from the Gazette notification calling the reserve to army service within which the applicant will guarantee to place herself at the disposal of the military authorities—

*(*i*) within 7 days.
(*ii*) between 7 and 30 days.
(*iii*) between 30 and 60 days.

*Strike out whichever are inapplicable.

This time interval is regarded as the basis of the contract between the applicant and the military authorities. It must be adhered to.

20. Applicant's declaration :

I declare all the above answers to be, to the best of my belief, correct.

Place.....

Signature of Applicant.

Date.....

21. Lady Divisional Superintendent (St. John Ambulance Brigade Overseas)'s Certificate :—

I hereby certify that the above named is on the strength of. . . ..Nursing Division.

Place.....

Signature.

Date.....

22. Medical Certificate:

I certify that the above named is in my opinion medically fit for enrolment as a member of the Voluntary Aid Service and for employment with the Medical Services of the Army in India. (This certificate shall be given free of charge in military stations by examining military medical officers).

Signature of Medical Officer.

Place..... .....*Qualifications.*

Date..... .....*Address.*

23. Employer's Certificate:

I concur in the application of————————and agree to her admission to the Voluntary Aid Service. I further agree to release her from her present appointment in the event of her services being required on mobilization by the military authorities.

Place..... *Signature*.....

Date..... *Designation*.....

24. Controller's Certificate:

I have satisfied myself that the applicant is in possession of the qualifying certificates. She is enrolled as a Full Service member under provincial register No.....Voluntary Aid Service subject to the approval of the Director of Medical Services in India.

Place.....

Signature of Controller.

Date.....

APPENDIX 1 (*ii*).

V. A. SERVICE FORM 2 (LOCAL SERVICE).

Voluntary Aid Service Enrolment Form.

*Category .. .. { European. / Anglo-Indian or domiciled European. / Indian.

*Strike out whichever are inapplicable.

Province.....

1. Name in full { Surname..... / Christian name.....

2. Age.....Place and date of birth.....

3. Address (permanent).....

4. Occupation.....

5. Name of next-of-kin.....

Address and relationship.....

6. Married or single; widow.....

7. If married, number of children (if any) with sexes and dates of birth

.....

8. If married, name and nationality of husband at birth, and occupation

.....

9. (*a*) Name and nationality of father at birth.....

(*b*) Name and nationality of mother at birth.....

(*c*) Address of parents, if living.....

10. Religious denomination.....

11. Certificates held, with names of issuing authorities and dates—

First Aid.....

Home Nursing.....

Hygiene and Sanitation.....

Other certificates.....

12. State particulars if now serving, or having previously served in any branch of His Majesty's Naval, Military or Air Forces or Voluntary Aid Detachments.....

13. Decorations, War Medals, etc.....

14. Experience of hospital work (if any).....

State periods and addresses of hospitals.

15. Are you willing to serve in Indian hospitals?.....

(Applicable to European candidates only).

16. Are you willing to be re-inoculated?.....

17. Are you willing to be re-vaccinated?.....

18. Whether pledged to serve in any other organisation, and if so, what?.....

19. Time interval from the Gazette notification calling the reserve to army service within which the applicant will guarantee to place herself at the disposal of the military authorities—

*(*i*) within 7 days.
(*ii*) between 7 and 30 days.
(*iii*) Between 30 and 60 days.

*Strike out whichever are inapplicable.

This time interval is regarded as the basis of the contract between the applicant and the military authorities. It must be adhered to.

20. Applicant's declaration :

I declare all the above answers to be, to the best of my belief, correct.

Place ..... *Signature of Applicant*.....
Date .....

21. Lady Divisional Superintendent's (St. John Ambulance Brigade Overseas)'s Certificate:

I hereby certify that the above named is on the strength of..... Nursing Division.

Place ..... *Signature*.....
Date .....

22. Medical Certificate:—

I certify that the above named is in my opinion medically fit for enrolment as a member of the Voluntary Aid Service and for employment with the Medical Services of the Army in India. (This certificate shall be given free of charge in military stations by examining military medical officers.)

Signature of Medical Officers.
Place ....*Qualifications.*
Date ....*Address.*

23. Employer's Certificate.

I concur in the application of ..... and agree to her admission to the Voluntary Aid Service. I further agree to release her from her present appointment in the event of her services being required on mobilization by the military authorities.

Place ..... *Signature*.....
Date ..... *Designation*.....

24. Controller's Certificate.

I have satisfied myself that the applicant is in possession of the qualifying certificates. She is enrolled as a Local Service member under provincial register No.....Voluntary Aid Service, subject to the approval of the Director of Medical Services in India.

Place .....

Signature of Controller.

Date .....

APPENDIX 2.

FORM OF HONOURABLE UNDERTAKING TO BE SIGNED BY EVERY APPLICANT FOR THE VOLUNTARY AID SERVICE.

I, (Name in full).....residing at..... hereby promise that, in the event mobilization of the Army in India, I will make myself available for duty if required as a *Full/Local Service Member *within seven days / between 7 and 30 days / between 30 and 60 days of receipt of orders. And I further agree that, should I fail to obey these orders without reasonable excuse, the Council to be the deciding authority, I will refund forthwith if called upon to do so a sum not exceeding rupees sixtythree paid me as training expenses.

I understand and agree that on mobilization my services may be retained by the Army for an initial maximum period of one year, if required, and that any further period of service shall be as agreed between me and the Government of India, the rate of pay, allowances, etc., being adjusted as in the scheme for the Voluntary Aid Service.

*Strike out whichever are inapplicable.

Place .....

Signature of applicant.

Date .....

APPENDIX 3.

PAY AND ALLOWANCES.

1. On mobilization, members shall be granted the under-mentioned rates of pay per mensem, which include allowances for lodging, rations, fuel, uniform and washing—

Certificated Nurse, each Rs. 210—5—260.
Uncertificated Nurse, each Rs. 168—2½—188—3—194

plus Rs. 25 per cent over seas allowance for European members.

NOTE.—The element of lodging, rations and fuel consolidated in the above rates of pay calculated at Rs. 3/12/- a day will not be paid to those local service members who, on mobilization, reside in their own quarters.

2. Members of the Service who are called to army service during war or other emergency will, in addition, be granted a bonus at the rate of one month's pay for each completed year of such service. The bonus will be paid to members on their release from army service at the end of the war or other emergency.

APPENDIX 4.

(A) DISABILITY PENSIONS.

	100 per cent disablement.	*20 per cent disablement.*
1. Certificated Nurse	.. Rs. 110 per mensem	.. Rs. 22 per mensem
2. Uncertificated Nurse	.. Rs. 100 per mensem	.. Rs. 20 per mensem.

A proportionate rate of pension may be granted for a disability below 100 per cent and upwards of 20 per cent but a pension in respect of a disability less than 20 per cent shall not be awarded. The amount and continuance of the disability pension shall depend on the degree and duration of the disablement.

(B) PENSIONS FOR DEPENDENTS OF WOMEN MEMBERS DYING DURING MOBILIZATION.

The dependents (parents, brothers and sisters, the latter only if the parents are not alive) of the members of the Voluntary Aid Service in India who die as a result of injury or sickness attributable to service after mobilization may be granted pensions as under :—

Certificated Nurse.

Parents, if alive (either or both) ..	Rs. 50 per mensem.
Brothers and sisters under 18 years of age, if parents are dead.	Rs. 27 per mensem each, subject to a maximum of Rs. 50 per mensem.

Uncertificated Nurse.

Two parents	Rs. 30 per mensem.
One parent	Rs. 22 per mensem.
Brothers and sisters under 16 years of age; if parents are dead.	Rs. 13 per mensem each, subject to a maximum of Rs. 30 per mensem.

NOTE.—Dependents' pensions are granted subject to the existence of actual dependency and pecuniary need.

APPENDIX 5.

FORM OF ANNUAL INSPECTION REPORT.

No.....Province.....

Name of Controller.....

Name of Assistant Controller.....

Number of members $\frac{\text{Full service}}{\text{Local service}}$ .....

Number present at inspection $\frac{\text{Full service}}{\text{Local service}}$ .....

(*a*) How many members are in possession of First Aid Certificates .....

.....

(*i*) Full Service .....

(*ii*) Local Service.....

(*b*) How many members are qualified in Home Nursing.....

.....

(*i*) Full Service.....

(*ii*) Local Service.....

(*c*) How many are probationers—See Rule 16.....

(*d*) How many members are qualified by training in a Military Hospital

.....

(*i*) Full Service.....

(*ii*) Local Service.....

(*e*) Names of members who have training in Air raid precautions and Anti-gas protection.

(*f*) Inspecting officer's remarks on oral test on instruction received.

Report will also be rendered as to the number of members keeping up their annual training in first aid and home nursing.

(*g*) General Remarks:—

Place.....

Signature of the Inspecting Officer.

Designation.

Date.....

APPENDIX 6.

Training, Voluntary Aid Service Members.

I. Training to continue for eight days to be spent in Hospital Wards.

II. Hours—As for lady nurses in Military Hospitals.

III. Lines of training:—

1. Bed making.
2. Washing patients; special care of mouths and backs. Lifting and moving of patients, dressing and undressing helpless patients.
3. Diets and feeding.
4. Ventilation and ward cleanliness, and ward routine.
5. Isolation for infectious diseases and disinfection precautions to be taken.
6. Temperature, pulse and respiration, general observation of patients, reporting.
7. Minor treatment, sponging, foments, stupes, poultices, enemata.
8. Preparing surgical dressing, padding splints.
9. Asepsis and Antisepsis.

IV. The eight days training in three years prescribed in the scheme shall be regarded as a minimum, and every effort should be made by members to obtain further practical experience in hospitals.

V. No Voluntary Aid Service member in training shall be allowed to nurse or come in contact with known infectious cases.

APPENDIX 8.

FORM OF APPLICATION FOR PAYMENT.

Application is hereby made for the sum of *Rupees sixtythree in payment / *Rupees three in payment of of lodging and washing allowance / washing allowance due to .....

who has undergone the short course of training in a military hospital in accordance with regulations. A certificate of completion of course from the Officer Commanding Military Hospital . . . . . is attached hereto.

Controller.

Voluntary Aid Service (Province

To No.

. . . . . .

. . . . . .

Receipt.

I,.....of (address).....

.....hereby acknowledge receipt of the sum of *Rupees sixtythree in payment of lodging and washing allowance / *Rupees three in payment of washing allowance .....while on a short course of training at the military hospital at.....

Station.....

Member No. *Voluntary Aid Service (Province).*

Date.....

* Strike out whichever is inapplicable.

APPENDIX 10.

CHANNEL OF EXECUTIVE ADMINISTRATION.

Government of India (Defence Department).

Council of Voluntary Aid Service.

Indian Headquarters of the St. John Ambulance Brigade Overseas (Empire of India).

Controllers.

Members.

Delhi Press, New Delhi.

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St. John Ambulance Brigade Overseas

HINTS

ON HOW TO FORM

NURSING DIVISIONS

Published by

General Secretary, St. John Ambulance Association,
Indian Council,

NEW DELHI.

1939.

Hints on How to Form Nursing Divisions.

The St. John Ambulance Brigade Overseas in India (consisting of Nursing and Ambulance Divisions and attached Cadet Divisions) is at present organized in 13 Districts, with headquarters at Lahore, Bombay, Calcutta, Madras, Mysore, Lucknow, Nagpur, Patna, Delhi, Karachi and Peshawar. Each of these Districts under a Commissioner or an Assistant Commissioner who is responsible to the Chief Commissioner, Sir Ernest Burdon. K.C.I.E., C.S.I. I.C.S., with headquarters at Delhi. Usually the area covered by a District corresponds to a Province in British India or an Indian State. Isolated Divisions will be attached to the nearest District headquarters, or be placed directly under the Chief Commissioner, until a sufficient number of Divisions exist in one Province or State to justify the formation of a separate District.

Nursing Divisions of the St. John Ambulance Brigade Overseas consist entirely of women between the ages of 18 and 55 (of suitable physique and good character) who have taken certificates of First Aid and Home Nursing of the St. John Ambulance Association or other recognised organisations like the British Red Cross Society. Registered medical practitioners and fully-certified trained nurses are exempt from these examinations. Divisions of girls between the ages 11-18 may be attached to such divisions; they are called Cadet Nursing Divisions and provide recruits for the latter.

Objects of the Brigade Overseas.

(*a*) To afford holders of First Aid certificates from the St. John Ambulance Association opportunities of meeting together for ambulance and nursing practice, with the object of combining individual efforts for the public good.

(*b*) To render First Aid to the sick and injured on public occasions, with the sanction of public and other authorities, and to maintain in readiness a body of trained men and women qualified so to act.

(*c*) To enrol a body of civilians, qualified in First Aid and trained in ambulance drill or nursing duties, willing to be placed at the disposal of the Naval, Military,

Air Force, or other authorities as a supplement to the public medical services in case of necessity either at home or abroad.

(*d*) To train men in ambulance transport duties.

(*e*) To develop and promote every means of rendering aid to the sick and injured.

Formation of a Division.

(1) The minimum number of members (exclusive of officers) for a Nursing Division is twelve.

(2) When a sufficient number of persons possessing the required qualifications desire to form themselves into a Division of the Brigade Overseas, the person superintending the formation should familiarise herself with the General Regulations (obtainable from Indian Headquarters, St. John Ambulance Brigade Overseas, New Delhi) and particularly with Section 18 concerning discipline, Section 6 dealing with general obligations, and Section 7, which lays down the nature of public duties which the members of the Brigade Overseas may be called upon to perform. These should be explained to the members before they fill in the forms. When she has satisfied herself that the members fully understand the nature of the duties they voluntarily undertake by being members of the Brigade Overseas, and are quite prepared to accept them, she will make an application for permission to form a Division to the officer in charge of the District, in which it is desired to form a Division. If the District is not known, the application should be sent to the Chief Commissioner, St. John Ambulance Brigade Overseas (Empire of India), 20, Talkatora Road, New Delhi.

Registration.

If the formation of the Division is approved, the following forms will be supplied :

Registration sheet (B. O. F. 1.) ... 3 copies.

These forms will be filled in in triplicate and signed as directed on the forms, they will then be returned to the District headquarters together with the proposed "Rules for Division" (See Appendix II). When the Division has been sanctioned and registered at St. John's Gate, it will be informed of the fact and it then begins its official existence.

Officers of Nursing Divisions.

Divisional Surgeon
Lady Divisional Superintendent
One Lady Ambulance Officer
to every complete 12 Ambulance Sisters.

Nominations for the appointment of these officers should be submitted with the registration forms on B.O.F. 7 in triplicate.

In addition to the above, there should be a Divisional Treasurer, and a Divisional Storekeeper. These appointments may be combined and held by one officer or member, but none of them carry any official rank other than held by them in the Division.

Finances.

Each Division will be self supporting,obtaining its funds from members' subscriptions, public donations, and entertainments. An initial grant where necessary for the provision of uniforms and equipment may be obtained from the funds of the Provincial Centre of the Association or from headquarters.

Funds raised for Brigade purposes must not be spent for purposes other than the objects of the Brigade Overseas.

Definition of Public Duty.

Public duty is an ambulance duty duly authorised by a responsible officer or member of the Brigade Overseas, performed at public gatherings in the streets, parks or recreation grounds, state or public ceremonies or processions, elections, reviews, fairs, agriculture shows, football and cricket matches, horse and cycle races, athletic sports, aviation meetings, exhibitions, places of amusement, skating or large ponds and lakes, railway accidents, fires, in short whenever large bodies of people are present and there is a probability of accidents occuring. Acts of First Aid performed by members in their own homes or on their employers' premises whilst following their employment should not be included in the heading of public duty.

Advantages of Membership.

Membership in the Brigade.

(1) Ensures efficiency as each member of the Nursing Division must requalify in First Aid and home nursing in each year of membership

(2) Leads members to submit voluntarily to discipline.

(3) Ensures to members the acquisition of a certain amount of drill which enables them to act and move with precision thus avoiding unseemly haste and display in cases of great emergency. This gives the public and others confidence and often allays and prevents panic.

(4) Entitles members to wear a distinctive uniform when on public duty so that they are readily distinguishable when their services are required.

(5) Enables trained persons to place themselves at the disposal of the Naval, Military and Air Force authorities in cases of national emergency (see V.A.S. Scheme in Appendix I.)

APPENDIX I

STANDING ORDERS.

[Portions not applicable to Nursing Divisions have been omitted]

Cognizance of Rules.

1. A copy of the Rules of the Division and of those Standing Orders must be in the possession of each member, and ignorance will not be admitted as an excuse for non-observance of them.

Parades and Drills.

2. Punctuality is absolutely necessary at all parades and drills, and members arriving late will be liable to lose credit for attendance. Members obliged to fall out must notify the cause to the nearest Officer and get permission to do so through him.

3. At all District and Corps parades members will fall in by Divisions, when attendance lists will be made out.

4. Members when called upon must, if possible, attend all parades for public duty. If unable to do so, they must give due notice to the Officer or other member in charge of their Division.

5. Members unable to attend a parade on duty shall not do so as spectators.

6. All members when in uniform, and when on duty in plain clothes, shall be subject to discipline, and shall obey the orders of the Officer or senior member in charge.

Annual Inspection.

7. Members unable to attend the annual inspection must obtain special leave of absence in writing.

Dress.

8. The Brigade uniform is only to be worn on *bona fide* Brigade duty ordered by or through the Superintendent or other Officer or member in charge of the Division, or on such occasions as may be permitted with the special sanction of the Officer in charge of District, which sanction must be previously obtained in writing.

9. Members must not appear in mixed dress, *i.e.*, part uniform and part plain clothes. Watch chains and trinkets must not appear outside the uniform.

Saluting.

10. Members of Nursing Divisions will bow when and after being addressed by an Officer, also when passing an Officer.

Reporting Cases of First Aid.

11. Members will report, to the Officer in charge of their Division, every instance of First Aid rendered by them whether on or off duty. Under no circumstances shall the re-dressing of injuries be performed by a member of the Brigade.

Submission of Grievances.

12. Any member having a grievance or desiring to make any representation may claim to have same submitted through the proper channel of communication. If a member is not satisfied with the decision or opinion she may claim to have the grievance or representation submitted to the Chief Commissioner.

Efficient Service.

13. (*a*) Officers (other than Medical Officers), and members of Corps and Divisions are required in each year—

(1) to pass a re-examination in both First Aid and Home Nursing;

(2) to attend in that year at least twelve drills (or practices) at each of which there must be some practice of First Aid. No other drills or practices can be accepted in lieu of Brigade drills except as provided for in Regulation 162 or by special permission of the Chief Commissioner first obtained in writing, a full description of the training or practices to be carried out being given;

(3) to be present at an annual inspection (chiefly as to administration, discipline, and general appearance) whenever such inspection is ordered by a duly authorised officer of the Brigade Overseas;

(4) to turn out to the satisfaction of the Officer in charge of the Corps or Division when called upon to perform public duty except as provided for in Regulations 66 and 178;

(5) to be certified as efficient in nursing duties, as having conformed to Regulations and as having carried out the duties of her office satisfactorily.

(*b*) Medical Officers of Corps and Divisions and Trained Nurses are exempt from the annual re-examination (unless they wish to receive the awards of the Association), but must conform to the other requirements as set out in (*a*) above.

(*c*) Officers of a District Staff must be certified by the Officer in charge of the District as efficient or otherwise each year according to the manner in which they carry out their duties.

If a member fails to qualify under any one of these heads, she will lose credit for the year as regards Service Medal and Service Badges except as allowed for in Regulation 162.

APPENDIX II.

MODEL RULES.

1. This division shall be known as the
of the St. John Ambulance Brigade Overseas within the Empire of India.

2. The affairs of this Division shall be managed by a Committee (Gen. Reg. 324) consisting of the Divisional Surgeon, Lady Divisional Superintendent, Nursing Officer, Lady Ambulance Officers, Lady Divisional Secretary, Storekeeper and Treasurer.

3. Any person desiring to join the Division shall be proposed and seconded by two members.

4. Each member on enrolment shall sign the Register Sheet in triplicate, thereby agreeing to comply with the Rules of the Division, the General Regulations of the Brigade, and the Standing Orders of the Brigade and District.

5. The subscription to the Division shall be Rs. 5 (or as agreed) per year.

6. The Division shall meet for practice and instruction at least once in each month, and at such other times as may be appointed. As however members do not as a rule reside in the plains during the hot weather practices may be omitted during this period, provided always that the minimum number of twelve practices is held in a year.

7. A list of members and their respective addresses shall be kept.

8. Each member shall be responsible for the preservation of all articles issued to her which are the property of the Division or have been lent for its use, fair wear and tear excepted.

9. The ambulance and nursing material of the Division shall be vested in the Committee of the Division, but if the Division is disbanded or otherwise ceases to exist, the uniforms, equipment, etc., will lapse to the charge of the Officer in charge of the District. If he considers after the expiration of twelve months that there is no likelihood of another Division being formed in the immediate locality he may distribute uniforms, equipment, etc., as he thinks fit within the limits of his command.

10. Any member who may be privately nursing an infectious case shall not undertake any public duty while nursing the case, nor untill she receives permission to do so from the Surgeon of her Division.

11. The Division shall have power to make any special additional rules to meet local requirements, provided that such rules be in accordance with the General Regulations of the Brigade, and sanctioned by the Chief Commissioner through the Chief Commissioner for the Dominion.

APPENDIX III.

VOLUNTARY AID SERVICE SCHEME.

The V.A.S. Scheme has been formulated by the Defence Department with the approval of the Government of India, with the object of supplying voluntary aid to supplement the medical services of the army in India in the event of mobilisation. The administration of Voluntary Aid Service is vested in a Council set up and constituted by the Defence Department.

Members for the Voluntary Aid Service shall for the present be provided by the St. John Ambulance Brigade Overseas and for the present women only will be enrolled. Members of Nursing Divisions desiring to enrol in the Voluntary Aid Service should apply to the officer in charge at the Brigade District who is the Controller for the Voluntary Six Service in the province Every applicant on joining shall complete the form of enrolment and sign an honourable undertaking, to undertake service in the event of mobilisation of the army in India being ordered in the class or category in which she is enrolled.

Enrolment of Members.

Members of the V.A.S. shall be divided into two classes :—

(*a*) Full Service.

(*b*) Local Service.

Full Service members shall be between nineteen and forty years and will in the event of mobilisation of the army in India, if called upon to do so, serve anywhere within India with medical forces.

Local members who shall be between 18 and 55, will be required to give an undertaking to serve in the District in which their homes are situated, in the medical services of the army in India in the event of mobilisation.

Obligation.

Members of the Voluntary Aid Service will be required

(1) to undergo a course of eight days' training in a selected military hospital every three years.

(2) to take part in all practical work, hospital work, etc. of the Nursing Division to which they belong.

Inspections.

Every registered member shall be inspected annually by an officer under the orders of the General Officer Commanding-in-Chief of the Command.

Withdrawals and Resignations.

Members of the V.A.S. may be released from their obligations on one month's notice, with permission of the Controller in the case of urgent private affairs, the condition of one month's notice may be waived by the Controller.

Finance.

During the period of 8 days' training in a military hospital, members are entitled to receive a maximum of Rs. 60 for lodging and Rs. 3 for washing allowances. Application for these allowances must be made as set out in the V.A.S. Regulations.

On mobilisation, members will receive pay at the rates fixed by the army authorities.

etm 19/7 S.M.S D.O. No. 25740/ /18

HEADQUARTERS, MADRAS DISTRICT.
BANGALORE.
S. INDIA.
18 July 1940.

Dear Stubbs,

It is not proposed to collaborate in any way with the Mysore Divisions of the St. John Ambulance Brigade (overseas) but to form entirely separate divisions for the Civil and Military station.

It is proposed to make an appeal to the public for members who desire to undergo training in order to obtain the necessary certificates in 1st. aid and Home Nursing, which will enable them to become members of the Ambulance & Nursing Divisions of S.J.A.B. which will be formed in the Bangalore C & M Station.

If sufficient volunteers are forthcoming after issue of the appeal, arrangements will be made for formation of the necessary classes of instruction.

If sufficient holders of certificates of the conclusion of the courses of Instruction volunteer to join the Nursing or Ambulance Divisions, the necessary number of Divisions will be formed in the Civil & Military station.

Steps will then be taken to form Bangalore C & M station into a separate Brigade District and the necessary officers appointed in conformity with the instructions of the Headquarters St. John Ambulance Association, NEW DELHI.

The proposed appeal will be issued after sanction has been obtained from the Executive Committee of the Bangalore War Association, both [redacted] as regards the draft and as regards any expenditure which may incurred for printing, advertising etc..

Copies of the minutes of the proceedings of the Mobilization Sub Committee and a report on the action taken to appeal for volunteers and arrange for classes and instructors, will be sent to the Chairman of the Executive Committee of the Bangalore C & M. station War Purposes Association.

It is requested that I may be furnished with further copies of the pamphlets attached to the file.

I will keep the Residency informed as to progress as regards the instruction classes and formation of the S.J.A.B. Division.

Yours sincerely
L. Edwards

19.7.40.
OFFICE OF THE RESIDENT IN MYSORE
BANGALORE.
Regd. No. W/1480
File No.

Received.

We may send a copy of
Col Kennedy D.O. letter - to
Secretary military D.S. N4..
Ask for 3 copies of the
enclosure & it
19/7

SN 6

119

D.O.
No.F.193-39(19)/W. 22.7.40.
Encl.1

From

The Hon'ble Lt. Col.J.H-Gordon,
C.I.E., O.B.E., M.C.,
President, Bangalore Prov:
Centre, St.John Ambulance
Assocn., Bangalore.

To

The General Secretary,
St.John Ambulance Assocn:,
New Delhi.

Scheme for a Voluntary Aid Service to supplement the Nursing Branch of the Medical Services of the Army in India in time of War.

Dear Sir,

S.N.4 (W) P.U.C.I

Please refer to your letter No.14/V.A.S., dated the 6th July 1940.

2. I enclose a copy of a letter from Colonel Kennedy, Chairman of the Mobilisation Sub-Committee of the Bangalore Provincial Centre of the St. John's Ambulance Association, No.25740/M, dated the 18th July 1940. Will you kindly send me for our use three more copies of the enclosures to your letter ?

S.N.5 (W) P.U.C.II

Yours faithfully,

President.
B'lore Provl. Centre.